



JAMES E. MCGREEVEY
Governor

New Jersey Office of the Attorney General

DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF CONSUMER AFFAIRS
STATE BOARD OF PROFESSIONAL ENGINEERS AND LAND SURVEYORS
124 HALSEY STREET, 3RD FLOOR, NEWARK NJ
www.state.nj.us/lps/ca/home.htm



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INSTRUCTIONS FOR REINSTATEMENT OF NEW JERSEY LICENSURE CERTIFICATE

Please be advised that under the New Jersey Uniform Enforcement Act (N.J.S.A. 45:1-7.1a - e), a license is "suspended" (non-disciplinary suspension) thirty (30) days following the expiration date (April 30, 2004). A licensee may reinstate a "suspended" license within five (5) years following its date of expiration (April 30, 2004), by meeting the following requirements (pursuant to N.J.S.A. 45:1-7.2).

The following are instructions for reinstatement:

1. Complete:
 - The enclosed Application for Reinstatement;
2. Enclose the following:
 - Completed Reinstatement Application
 - Payment of all past delinquent renewal fees, current renewal fee, and reinstatement fee. (*See attached invoice for the exact amount due*).
 - If applicable (Land Surveyors only), satisfactory proof that the applicant has maintained proficiency by completing the continuing education hours or credits required for the renewal of an active license or certificate of registration or certification.
 - A supplemental notarized affidavit which must include the following
 - * An employment list indicating each job held during the lapsed licensure or certification period. This affidavit of employment must include the names, addresses and telephone numbers of each employer;
 - * A statement indicating if you were, or were not, engaged in the practice of your profession or occupation in New Jersey during the period that your New Jersey License or certificate was lapsed. If you were practicing your profession or occupation during this lapsed license period, you must include a description of the work, or projects, that you signed and sealed along with its corresponding date of signature; and
 - * An explanation of the your failure to renew promptly

*******PLEASE NOTE, YOU MUST POSSESS AN ACTIVE NEW JERSEY LICENSE IN ORDER TO SIGN & SEAL DOCUMENTS. SIGNING AND SEALING DOCUMENTS WITHOUT AN ACTIVE LICENSE MAY BE CONSIDERED THE UNLICENSED PRACTICE OF YOUR PROFESSION AND MAY RESULT IN DISCIPLINARY ACTION.**

Please submit all of the above referenced documentation to:

New Jersey State Board of Professional Engineers and Land Surveyors
Mrs. Evelyn Tolbert
124 Halsey Street, 3rd Floor, P.O. Box 45015
Newark, New Jersey 07101